

Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend a **Climate and Ecological Emergency Committee** meeting of Lowestoft Town Council, which will be held at **Hamilton House, Battery Green Road, Lowestoft, NR32 1DE** at **15:30** on **Monday 19 January 2026**.

The meeting is held in accessible premises and open to the public and press to attend.

Those attending shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items. Comments can also be submitting regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via [Teams](#). The meeting can also be observed via [YouTube](#).

In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.

Councillors must register relevant interests and declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011, a councillor with relevant interests in matters on the agenda cannot take part or vote on those matters, unless they have been granted a dispensation. Under the Council's Code of Conduct, a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined in which case they will need to consider whether they should leave the room.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

S. L. Foote

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Sarah Foote, Town Clerk
13 January 2026

Lowestoft Town Council
Climate and Ecological Emergency Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
15:30 Monday 19 January 2026

AGENDA

100 Welcome

To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public of the right to report.

101 To receive and consider approval of apologies for absence

102 Declarations of Interests and dispensations

102.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from councillors on items on the agenda

102.2 To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted

103 To consider the draft minutes of the meeting on 15 December 2025

104 Public forum

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public.

105 Finance and Budget

105.1 To monitor expenditure by this Committee from the climate emergency budget, under delegated authority

106 To consider the natural environment, other ecology related matters and relevant actions:

106.1 To receive a verbal report from East Suffolk Council's Head of Coastal Management on coastal defences for Lowestoft

106.2 To receive a verbal report on coastal erosion in Lowestoft

106.3 To receive an update from the Lowestoft Kittiwake Partnership ahead of the 2026 breeding season

106.4 To review and monitor developments related to Lowestoft's flood risk

106.5 To consider a response to the Broads Authority Landscape Character Assessment Consultation (Supplementary Planning Document)

In accordance with the requirements of Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012, we have been invited to

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comment on the Broads Authority's draft Landscape Character Assessment SPD. The draft document and the Strategic Environmental Assessment (SEA) screening can be found on the Broads Authority website [here](#).

The consultation period is from Monday 12th January to Monday 9th February. The submission will be agreed by the Planning Committee, the discussions in this meeting will be provided to the Planning Committee.

107 To consider the following avenues of community engagement and relevant actions:

107.1 To consider a request from a member of public for a litter pick to be held on Park Road

107.2 To discuss the date and location of the next Lowestoft Town Council litter pick

107.3 To discuss plans for the Climate Event in May 2026

108 To consider the following items in relation to the Earth Protector Town Status of Lowestoft Town Council and relevant actions:

108.1 To consider the specification for the Carbon Emissions report

109 To consider the following items in relation to public transport, alternative methods of travel and relevant actions

109.1 To receive the notes of the Public Transport Working Group meeting on 5 January 2026

109.2 To receive an update on the leaflet for the new Gunton bus service

109.3 To invite Simon Barnett (SCC) to arrange a meeting at Lowestoft with all relevant groups and stakeholders to discuss transport

109.4 To discuss public transport for the High Street

110 Date of next meeting

Monday 16 February 15:30

111 Items for the next agenda and close

112 Admission to meetings

To resolve that under the Public Bodies (Admission to meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any employment matters and legal issues relating to the matters on this agenda

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MINUTES

Present: Cllrs Wendy Brooks, John Murray, Paul Page (Chair), Graham Parker, Andy Pearce, John Pitts and Deborah Ray (Deputy Chair). Non-Councillor member John Ellerby

In attendance: Sarah Foote (Town Clerk) and Taylor Williams (Committee Clerk and Planning Assistant)

Also in attendance: Charlie Smith (East Suffolk Council Resilience Coordinator)

Public: Two members of the public were in attendance (in person)

88 Welcome

The fire evacuation procedure and public right to report was explained and the meeting was welcomed.

89 To receive and consider approval of apologies for absence

Apologies were received from Cllr Neil Coleby and non-Councillor members Rachel Bunn and Cathy Williams with reasons provided. Cllr Parker proposed approval of the apologies received; seconded by Cllr Pearce; all in favour.

90 Declarations of interests and dispensations

90.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from Councillors on items on the agenda – Cllr Parker declared he was a member of East Suffolk Council.

90.2 To consider written requests for dispensations for Disclosable Pecuniary interests and note dispensations granted – No written requests for dispensations had been received.

91 To consider the draft minutes of the meeting on 17 November 2025

Cllr Brooks proposed approval of the draft minutes; seconded by Cllr Pearce; all in favour.

92 Public Forum

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public – The members of public in attendance did not wish to speak on any items on the agenda.

93 Finance and Budget

93.1 To monitor expenditure by this Committee from the climate emergency budget, under delegated authority – The expenditure report was received and noted. This has been reviewed by the Budget and Loan Sub-Committee and it was requested the Finance Manager consider how to reflect the commitment for heat pumps and PV Panels from the Climate Emergency budget (for the years 2025-2026 and 2026-2027) on the finance system in accordance with the resolution to precept the funds as part of the Climate Emergency budget to be used for environmental measures for the Town Hall.

94 To consider the following avenues of community engagement and relevant actions:

94.1 Receive a verbal report from the East Suffolk Council Resilience Coordinator, discuss their role and consider any supporting actions – Charlie Smith spoke on the new role and explained it was intended to help build resilience in the community and provide support so that residents were prepared for adverse weather conditions. The role was focussed on climate action, specifically flooding and coastal erosion, and communicating the information made available by the

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responsible authorities, such as the Joint Emergency Planning Unit, who the officer would be working closely with.

It was queried if Lowestoft Town Council (LTC) could contribute to the communication of the emergency plan with parish residents and it was suggested LTC consider what elements of the emergency plan would be appropriate to adopt and implement in the town.

Cllr Murray proposed there be further consideration on what elements of the East Suffolk Council initiative would be applicable to LTC and taken forward in the appropriate forum; seconded by Cllr Pearce who noted the appropriate forum would be ongoing liaison with Charlie Smith and consideration by Community Safety Sub-Committee; a vote was held with seven votes in favour and one abstention.

- 94.2 Discuss plans for the Climate Event in May 2026 – This would be a standing item on the agenda to receive updates from the Events and Officer Manager and to be notified of any decisions to be made.

The Events and Office Manager has met with relevant stakeholders, including Use Your Voice, and there has been consideration of holding the event in the Town Centre, which the Committee would need to make a decision on.

95 To consider the following in relation to the Earth Protector Town status of Lowestoft Town Council and relevant actions:

- 95.1 The commissioning of a new Carbon Emissions report for Lowestoft Town Council – The current report was based on data from 2019 and whilst it could form the baseline to measure LTC's carbon levels to reach its pledged net zero target for 2030, the information was considered to not be comprehensive. It was noted no direct action had been taken with the 2019 report and data needed to be monitored.

The Committee needed to decide if a new report should be commissioned now or after the Town Hall has reopened, as that would have a significant impact on LTC's carbon emissions.

Cllr Brooks proposed the report be commissioned now and the Town Hall be added once it is an operational building.

The Committee would need to agree on the specification of work, for example the report could cover the existing portfolio, with a follow up on the Town Hall. This would then be written into a procurement exercise. It was agreed the commission a report before the opening of the Town Hall would not allow for a true reflection of LTC's carbon emissions.

As LTC had recently commissioned a survey of all its assets for insurance tender renewal, officers confirmed the data required for a new report, therefore officers could create a specification on what was required from the report and how the information could be supplied to a possible contractor and bring that information back to this Committee. It was agreed the specification should also carbon literacy training for officers in order to monitor LTC's carbon emissions.

It was suggested the tender explain LTC has fixed assets that were directly managed, fixed assets that were tenanted, and mobile operations, with a request for the contractor to explain how these elements would be built into the cost.

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Cllr Page proposed the Town Clerk bring this information together in time for the next meeting so a decision could be made on the specification for the report; seconded by Cllr Brooks; all in favour.

The Town Clerk would discuss this further with the Finance Manager regarding a contingency budget to commission the report as the 2026-2027 budget was due to be submitted by the next meeting of this Committee.

John Ellerby temporarily left the chamber at 16:24

96 To consider the following regarding the natural environment, other ecology related matters and relevant actions:

96.1 A recommendation to Full Council on a policy position on fireworks for Lowestoft Town Council – Cllr Brooks proposed LTC's policy position be mindful of the negative impact of fireworks and not allow firework displays on its land or fund firework displays.

Cllr Pearce objected as this was identical to the proposal made at the last meeting, which had not been approved and was therefore contrary to Standing Orders Section 7 which does not permit a resolution to be revisited within six months.

John Ellerby returned to the chamber at 16:26

Cllr Murray proposed, per the public comment submitted, the LTC policy have a license-based approach to fireworks, be it a request to use fireworks on LTC land or a grant request for funding firework displays; seconded by Cllr Brooks.

It was requested the proposal be clarified.

Cllr Murray explained the proposal was for LTC's policy position to not outright ban firework displays, but that support for, or granting permission for fireworks, would be based on a licensing approach, with LTC to set the terms of the license, the nature of the fireworks to be used and any other factors that LTC may prescribe. This was to ensure a balanced approach with each case judged on its merit.

A vote was held with seven votes in favour and one abstention. This would be a recommendation to Full Council.

96.2 Review and monitor developments related to Lowestoft's flood risk, changing coastline and coastal erosion – The Committee agreed there needed to be more awareness of coastal erosion, particularly in Pakefield area. The Pakefield Coastal Erosion Committee have formed a CIC to pursue and encourage funding opportunities.

Cllr Parker temporarily left the chamber at 16:36 due to his declared interests

Cllr Pitts requested this item be on the next agenda when the intended guest speakers have confirmed their availability to speak on tidal beaches and surges.

The Town and Country Planning Association had recently provided a webinar presentation on flooding and highlighted Lowestoft as a town with the highest risk from tidal flooding.

It was noted LTC had created a new working group to coordinate with other local organisations and stakeholders to lobby for the completion of flood protection in Lowestoft.

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John Ellerby proposed the Town and Country Planning Association be invited speak to Full Council to highlight the significance of the flood risk. As the working group were due to meet and begin networking, it was agreed there was no need to bring speakers to Full Council at this time, though this could be considered for a future Full Council meeting.

It was suggested members of the Pakefield Erosion Committee and East Suffolk Council's Resilience Coordinator be invited to the working group meeting.

Cllr Parker returned to the chamber at 17:00

97 Date of next meeting

Monday 19 January 15:30

98 Items for the next agenda and close

An item was requested to discuss public transport on the High Street.

Cllr Murray proposed flood risk be maintained as a standing item on the agenda; seconded by Cllr Page; all in favour.

An item was requested to receive an update from the Lowestoft Kittiwake Partnership ahead of the 2026 breeding season, with an invitation to the meeting to be extended to the Kittiwake Officer.

99 Admission to Meetings

To resolve that under the Public Bodies (Admission to meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any employment matters and legal issues relating to the matters on this agenda – There were no resolutions.

The Chair closed the meeting at 17:05

Signed:
19 January 2026